

~~SECRET~~  
~~CONFIDENTIAL~~

12 FEB 1963

MEMORANDUM FOR: Chief, WE Division

SUBJECT: Delinquent Advance Account - [REDACTED]

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REFERENCES: a. FD Memo of 10/9/62  
b. WE Memo of 11/2/62  
c. WE Memo of 12/14/62

1. Referenced memorandums contained information regarding the delinquent advance account of [REDACTED]. In addition to this exchange of correspondence, considerable personal contact has been made with the division in an attempt to obtain the required accountings. The WE Division memorandum of 14 December 1962 stated that a memorandum was being prepared to the Finance Division. As yet, this memorandum has not been received.

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2. The delinquent balance of \$37.37 in [REDACTED] account represents several travel advances given to him for which accountings were due in September 1960.

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3. Since all efforts to obtain accountings or refunds from [REDACTED] have apparently been unsuccessful, it is proposed that these delinquent advances of \$37.37 be charged to his Headquarters escrow account. Your signature on a copy of this memorandum for return to the Finance Division will provide the necessary concurrence to enable us to clear this delinquent balance.

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[REDACTED]

Chief, Finance Division

Charge to Escrow Account Authorized:

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Chief, WE Division

Other Action Recommended:

Distribution:

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